

**Curriculum and Assessment Committee
Minutes – September 28, 2015**

Date: September 28, 2015 (Monday), 11:00 A.M, WH202

Agenda:

1. Minutes for September 16, 2015
2. EDU 150 Mathematics for Elementary School Teachers I
3. EDU 250 Mathematics for Elementary School Teachers II
4. Report on RSA Approval by EC
5. Procedures for New Courses, Departments, or Programs and Revision of Existing Courses and Programs
6. CAC Program Review Procedure
7. Assessment of procedures for creating a new academic department

Attendance:

Mary Van Auken	Jennifer Seru	Wilbert Alik	Meitaka Lekka
Ruth Abbott	Cheryl Vila	Richard Muller	Beylul Solomon
Don Hess	Florence Peter	William Reiher	Catherine Good
Vasemaca Savu			

Agenda Item(s):

The meeting was called to order at 11:05 A.M. in WH202 by Mary Van Auken.

1. Minutes for September 16, 2015 – Moved to approve. Seconded. Passed.
2. EDU 150 Mathematics for Elementary School Teachers I – Moved to approve. Seconded. Passed.
3. EDU 250 Mathematics for Elementary School Teachers II – Tabled.
4. Report: RSA was approved by Executive Council (EC) on September 18, 2015.
5. Procedures for New Courses, Departments, or Programs and Revision of Existing Courses and Programs – Tabled for further discussion and revision.
 - a. Document will remain posted on Google drive for comments.
 - b. Sections “New Academic Department Procedures” and “New Course, Degree or Program Procedures” will be reviewed during the next CAC meeting.
6. CAC Program Review Procedure – Tabled.

7. Assessment of procedures for creating a new academic department – Tabled.

Meeting adjourned at 12:11 P.M.

Future agenda items:

1. Minutes for September 28, 2015
2. EDU 250 Mathematics for Elementary School Teachers II
3. Assessment of procedures for creating a new academic department
4. Procedures for New Courses, Departments, or Programs and Revision of Existing Courses and Programs
5. CAC Program Review Procedure.
6. Guidelines for Program Review Report
7. Education Program Review Section I

Next meetings:

Monday, October 5 at 11:00 A.M. in WH202

Regularly scheduled meetings are 1st and 4th Mondays, 3rd Wednesday.

Fall 2015 dates: 10/5, 10/21, 10/26, 11/2, 11/18, 11/23, 12/7

Respectfully submitted,

Catherine Good
Recording Secretary